

Author's instructions *Yearbook for Dutch Book History* (October 2025)

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There are no costs for authors to publish their article in the *Yearbook for Dutch Book History*. The publication in Open Access is made possible by the *Nederlandse boekhistorische vereniging* (NBV).

Peer review

Articles for the *Yearbook for Dutch Book History* are subject to double-blind peer review: the article is sent anonymously to a peer reviewer and the reviewer is anonymous to the author.

The author and the editors can decide with mutual agreement that a contribution with an essayistic and exploratory character is not submitted to peer review. In that case, this exception is clearly indicated in the first footnote of the article, which states unambiguously: "This article has not been subject to peer review."

Size

The *Yearbook* welcomes articles with a maximum of 7,500 words, including footnotes, captions, and bibliography. Articles must provide an original academic contribution on a subject related to any aspect of the book history of the Low Countries. Articles have to be written in Dutch or English. An engaging writing style is appreciated given that the *Yearbook* is also the periodical of the *Nederlandse boekhistorische vereniging*.

A review or interview article, in which recently published studies or developments are discussed, can be submitted with a maximum of 3,500 words (also including any footnotes, captions, and bibliography).

Author and title

An article begins with the name of the author in bold and roman, without title, followed by the title of the article in italics, and possibly the subtitle, in roman. Footnote numbers in the (sub)title are avoided. Example:

Author

Title

Subtitle

Please note that only the main title is indexed in search engines. It is therefore advisable to provide the main title with accurate keywords, while the subtitle can be stylistically more creative or illustrative in nature.

Text layout

The running text is divided by means of indented, but not numbered, subheadings in bold and roman. The opening paragraph is never preceded by a subheading.

The first line of a paragraph is indented, except when the paragraph follows a blank line (such as the first paragraph) or (sub)heading. Bold and underlining are not used in the running text.

Abbreviations

Abbreviations are avoided as much as possible, so no: e.g., i.e., etc. Abbreviations may be used in the notes. Authors are encouraged to use currency symbols, with a space between symbol and amount, as in <€ 45,60>.

Quotations

Quotations are indicated with single quotation marks: <‘quote’>. Double quotation marks are used within quotations: <‘putting a quotation “within a quotation”’>.

Longer quotations (more than three lines) are placed in blocks, indented, without quotation marks, and have a blank line before and after them.

Omissions in quotations are put in brackets: <(…) >. Additions in quotations are put in square brackets: <[...] >.

Footnotes and references

All references are in the form of footnotes. Footnote numbers appear after punctuation marks; for example: <of the text,¹>.

For referencing sources and literature, the *Yearbook* follows the standards of the MHRA Style Guide (4th edition, 2024); see <https://www.mhra.org.uk/style/contents.html>. Because a full bibliography is included in the article, abbreviated references are sufficient in all footnotes; see: MHRA Style Guide par. 7.12 (pp. 84-85) and the table below.

Bibliography

A bibliographic list of all used sources is given at the end of an article. The MHRA Style Guide is followed for the description of titles, see chapter 7 ‘References’, especially par. 7.1-7.11 (pp. 63-84), and chapter 8 ‘Bibliographies and Indexes’, especially par. 8.1-8.3 (pp. 87-94). If the source was consulted online, a permalink, if available, should be added between angle brackets. If not, the source’s URL is added between angle brackets, with the date of consultation added between square brackets. See also the table below.

Authors are encouraged to be critical in their selection of sources, as the footnotes count towards the total number of words. The bibliography should only include sources that are actually referred to in the article.

Table 1: Some examples of references, by text type

Source type (MHRA guide)	Reference in bibliography	Abbreviated references in footnotes (MHRA par. 7.12)

section)		
Monograph (7.3)	Haas, Anna de, <i>Jan van Gijsen (1668-1722): Een journalistieke broodpoët in de Jordaan</i> (Amsterdam: Amsterdam University Press, 2023)	De Haas, <i>Jan van Gijsen</i> , pp. 21-24.
Chapter in edited volume (7.3)	Mijnhardt, Wijnand, ‘Jean Frederic Bernard as Author and Publisher’, in <i>Bernard Picart and the First Global Vision of Religion</i> , ed. by Lyn Hunt, Margaret C. Jacob, and Wijnand Mijnhardt (Los Angeles: The Getty Research Institute, 2010), pp. 17-34	Mijnhardt, ‘Jean Frederic Bernard as Author and Publisher’, p. 1
Journal article (7.4)	Pauletta, Fabio, and Maartje van Gelder, ‘Portraying Women in Revolt: How Pieter Isaacs Represented the Myth of Papirius and the Uprising of the Women of Rome’, <i>Rijksmuseum Bulletin</i> , 72.2 (2024), pp. 100-121	Pauletta and Van Gelder, ‘Portraying Women in Revolt’, p. 116.
Website (7.5)	‘Puffin Announces The Roald Dahl Classic Collection to keep author’s classic texts in print’, <i>Penguin Books</i> , 24 februari 2023 < https://www.penguin.co.uk/articles/company-article/puffin-announces-the-roald-dahl-classic-collection-to-keep-authors-classic-texts-in-print > [accessed January 15, 2024]	‘Puffin Announces the Roald Dahl Classic Collection to keep author’s classic texts in print’.
Primary source from (historical) collection (7.7)	<i>Kort en zakelyk uittreksel van het tweede deel des berugten werks van [...] J.E. Jungius over de verborgentheit der laatste tyden</i> (H.A. de Chalmot: Leeuwarden, 1762), The Hague, Koninklijke Bibliotheek, GW A118898	<i>Kort en zakelyk uittreksel</i> , KB, GW A118898.
Primary source: archival material, manuscript or ephemera	Amsterdam, City Archives, 5061 [collection nr], Confessieboeken, 1534-1811, 352 [inventory or document nr] <i>of</i> Amsterdam, City Archives, Archieven van de Schout en Schepenen, van de Schepenen en van de Subalterne Rechtbanken [collection name], Confessieboeken, 1534-1811, 1702 nov. 23-1703 nov. 21 [inventory of	The full name of the holding institution is given in the first footnote. If referred to multiple times, an abbreviation between brackets can be added, which can be used in later footnotes. City Archives (ACA), 5061, Confessieboeken, 1534-1811, 352, p. 11 <i>of</i> City Archives (ACA),

	document name]	Archieven van de Schout en Schepenen, van de Schepenen en van de Subalterne Rechtbanken, Confessieboeken, 1534-1811, 1702 Nov. 23-1703 Nov. 21
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Illustrations, figures and captions

The author should suggest a number of illustrations with captions and indicate in the text where they should be placed. The illustrations in the digital version of the *Yearbook* are published in colour. In the paper version, a selection is printed in colour, the rest in black and white.

The final selection (maximum 5 illustrations) must be supplied in file format ‘tiff’, ‘eps’ or ‘jpg’. For logos only eps files are possible. The resolution must be at least 300 dpi (dots per inch/ pixels per inch), on the width of the *Yearbook* (or two-thirds height for a standing model). The *Yearbook* measures 16x23cm.

Tables and figures should be supplied in the original open file (Microsoft Word, Excel or PowerPoint), in order for font, size, colour and any typing errors to be adjusted. Tables and figures are supplied in black and white, because the graphs and tables are not printed in colour. Illustrations, tables and graphs are numbered in Arabic.

Each figure has a caption, and each caption begins with the number of the illustration (Figure 1). The file name of the illustrations has the same number with your last name added. So please ensure that all references in the text, individual photos or prints of digital image files and list of images are numbered in the same way and uniquely. All images are given a unique name, without spaces and without periods.

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The captions provide an explanation, with origin and any required copyright and license notices. Note that captions do not end on a dot. Example of a caption:

Figure 1. *La noble science des ioueurs despee* (Antwerp: Willem Vorsterman, 1538), title page. Copy: Wolfenbüttel, Herzog August Bibliothek M: Hn 236. © Herzog August Bibliothek Wolfenbüttel (<http://diglib.hab.de/drucke/hn-236/start.htm>), CC BY-SA

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The author indicates how large the images should be placed in the text (¼ page, ½ page, 1/1 page). If the author wants two or more images placed together, they should indicate this in the accompanying file and in the location in the text document of the article. If the author desires a cropped image, they should add a copy of the image on which, preferably in red, clearly and precisely is indicated how they want the crop to be performed.

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In case of doubt, authors can submit an image to the editorial secretary (who is in contact with the publisher).

Abstract

The author should provide a summary of the article in English of approximately 100-150 words. This is placed at the head of the article as an abstract. If desired, a longer summary (up to 700 words) may also be provided in a language other than that of the article. This summary is included at the end of the article and counts towards the word count of the article.

Keywords

The author should provide 3 to 5 keywords in English for the benefit of indexing and search engines.

Contributor details

The author should provide their contributor details (in the language of the article): name, field of work, other book historical activities, main research area, most important or most recent publications (50 to 100 words). An ORCID ID may be added.

Delivery of the article

The author should provide all components separately: 1. article with bibliography; 2. illustrations; 3. list of illustrations and captions; 4. abstract with keywords; 5. contributor details and 6. any appendices. The editorial secretary will ask each author to fill in a Consent to Publish form and to indicate the address to which the author's copy can be sent (this may not be a P.O. Box). These details are not published, but used for administrative purposes only.

Publication schedule:

May 1 of the previous year

The author may submit a proposal to the editors. Within a few weeks, the editors will let the author know by email whether the contribution is welcome for the *Yearbook*.

November 1 of the previous year

The author submits the first version of the article. The editors perform an initial reading, whereby the editors reserve the right to reject the contribution. The editors then send the article out for peer review. It is recommended that the author submits their draft version of the article under the maximum length of 7,500 words, so that there is room to incorporate suggestions from the peer reviewer into the final version.

(no later than) February 1

The editors send the reviewer's report to the author. In exceptional cases, it may be decided to reject the contribution. Normally, the author produces a final version, if necessary in consultation with the editors about following up on suggestions from the review.

March 1

The author submits the final version of the article, complete with all files as described above. This version will only be checked editorially; there will be no room for changes to the content afterwards.

May

The author receives a proof to check for typographical errors. Any corrections can be passed on to the editors. There will be no opportunity for changes to the content.

September

The *Yearbook* is published and presented during the annual meeting of the *Nederlands boekhistorische vereniging*. The author receives a paper copy of the *Yearbook*. The *Yearbook* is also published online and can be freely shared by the author.